

DATE: 04/03/12

TO: City Clerk

FROM: Mayor John F. Cook

ADDRESS: 2 Civic Center Plaza, El Paso, TX 79901

TELEPHONE (915) 541-4145

Please place the following item on the (Check one): CONSENT XXX REGULAR

Agenda for the Council Meeting of April 10, 2012

Item should read as follows: Appointment of Taylor L. Moreno to the Fair Housing Task Force by Mayor John F. Cook.

Board appointment to commence on April 28, 2012. Category: Non-profit housing organization

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Fair Housing Task Force

NOMINATED BY: John F. Cook DISTRICT: Mayor

NAME OF APPOINTEE Taylor L. Moreno

(Please verify correct spelling of name)

E-MAIL ADDRESS: moreno@avance-elpaso.org

BUSINESS ADDRESS: AVANCE - 616 N. Virginia, Ste. B

CITY: El Paso ST: TX ZIP: 79902 PHONE: (915) 351-2419

HOME ADDRESS:

CITY: El Paso ST: TX ZIP: PHONE:

DOES THE PROPOSED APPOINTEE HAVE A RELATIVE WORKING FOR THE CITY? YES: NO X

IF SO, PLEASE PROVIDE HIS OR HER NAME, CITY POSITION AND RELATIONSHIP TO THE PROPOSED APPOINTEE:

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Stephanie Karr

EXPIRATION DATE OF INCUMBENT: 04/27/2012

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: X
RESIGNED
REMOVED

DATE OF APPOINTMENT: 04/10/2012

TERM BEGINS ON : 04/28/2012

EXPIRATION DATE OF NEW APPOINTEE: 04/27/2014

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: X

2nd TERM:

UNEXPIRED TERM:

Taylor L. Moreno

EXPERIENCE

AVANCE-El Paso, Inc.

Executive Director

January 2011 - present

Interim Executive Director

October 2010 – January 2011

- Ensure effective administration of AVANCE – El Paso operations.
- Maintain high financial operations standards and efficient procedures as well as oversee \$2.4 million budget.
- Responsible for maintaining current revenue streams, seeking new funding sources and cultivating new donors.
- Analyze and develop program services based on measurable impact.
- Manage Board of Directors and ensure effective and timely communication with all 14 members.
- Develop and maintain collaborative relationships with community leaders, agencies and organizations to strengthen educational resources for low-income families with young children.
- Ensure positive presentation and promotion of AVANCE at all times.

Assistant Executive Director

February 2010 – October 2010

- Oversaw daily operations of nonprofit organization employing 42 staff and 50 AmeriCorps members.
- Directed and supported staff in program planning, implementation, and evaluation
- Prepared timely grant proposals and reports for federal and state government as well as foundations.
- Developed and applied performance objectives and measures that result in productivity and accountability of all program staff.
- Oversaw program budgets and ensure appropriate expenditures.
- Executed fundraising events, obtained event sponsor as well as solicited in-kind support and donations.

City of El Paso

Intergovernmental Affairs Coordinator

November 2008 – February 2010

- Develop and implement strategies to achieve City's goals with federal and state bodies.
- Review federal and state grant announcements, consider eligibility and assist in the application process.
- Advised City Council on funding requests and submitted legislative appropriations applications that resulted in more than \$4.25 million for City projects.
- Analyze and interpret pending and proposed legislation, assess its impacts and prepare recommendations to adopt effective courses of action.
- Prepare legislative analyses including fiscal impact assessment and implementation of recommendations.
- Review public policy issues and advise on state and federal legislation and other intergovernmental issues.
- Conduct in-depth research analysis of legislative proposals.

Office of Congressman Silvestre Reyes (TX-16), Washington, DC
Chairman, House Permanent Select Committee on Intelligence

Senior Legislative Assistant

March 2008 – November 2008

- Accountable for healthcare, immigration, homeland security, and US-MX border policy analysis.
- Work closely with key government and private sector individuals to develop strategies relating to issues of concern in the El Paso community.
- Draft legislative proposals in response to critical concerns voiced by the El Paso constituency; follow up measures with Committees of jurisdiction.
- Coordinate appropriations request, drafting and submitting materials to the House Appropriations Committee, and working with Committee staff in support of these requests.
- Prepare Congressman for everyday activities including meeting briefs and vote preparation.

Legislative Assistant

December 2006 – March 2008

- Responsible for managing healthcare, homeland security, immigration, judiciary, labor, transportation and US-MX border legislative policy.
- Assist with preparing public relations messages to be used for media purposes while also using the communication for purposes of informing the constituency.
- Plan and execute Border Health Conference with physicians along U.S.-Mexico border as well as previously planned conferences while Special Projects Coordinator.
- Drafted opinion essays, speeches, floor statements, Congressional testimony and memoranda.

Legislative Aide/Special Projects Coordinator

December 2004 – December 2006

- Oversaw healthcare policy and related legislation.
- Responsible for planning U.S.-Mexico Chamber of Commerce Border Conference in D.C. and Border Security Conference in El Paso with UTEP and security agencies to address issues related to the El Paso and border region.
- Wrote constituent correspondence to ensure the Congressman's message and actions were communicated in a timely manner to the El Paso community.
- Produced weekly cable television show *Congress on the Border*.

Staff Assistant

July 2004 – December 2004

- Oversaw and managed front office, in a fast paced environment. Responsibilities included organization of mail, answering and routing phone calls, and assisting legislative staff.
- Edited and posted press releases to Member's website.
- Coordinated Capitol and White House tours for constituents.

Reyes Committee, Inc. and BEST PAC

Fundraiser

July 2006 – October 2008

- Responsible for raising more than \$1 million for re-election efforts.
- Coordinate and execute events to introduce new donors to the Congressman.
- Manage national fundraising for senior Member of Congress, which consisted of events mainly in the Washington, DC area. Additional events held in various cities across the United States.
- Oversee daily activities of Leadership Political Action Committee.

EDUCATION

University of Arizona, Tucson, AZ

Graduated May 2004

Bachelor of Science in Chemistry

Academic Honors: President and Member of Phi Eta Sigma National Honor Society,
Dean's List

AWARDS AND PRESENTATIONS

Guest Lecturer, The University of Texas at El Paso (October 2011)

Testified before the Texas Senate Committee on Health & Human Services regarding Department of Family and Protective Services regulations, Austin, TX (May 2011)

Testified before the Texas House Committee on Human Services regarding Department of Family and Protective Services regulations, Austin, TX (April 2011)

Presenter, National Center on Family Literacy, Louisville, KY (April 2011)

Panelist, National Immigration Integration Conference, Boston, MA (September 2010)

Service and Dedication Award, Border Health Caucus (2009)

PROFESSIONAL AND COMMUNITY AFFILIATIONS

Paso del Norte Group (October 2011-present)

The Executive Forum (October 2011-present)

El Paso Collaborative Housing Development Corporation (September 2011-present)

Braden Aboud Foundation Board of Directors (January 2011-present)

Chair, Volunteer Recruitment

Association of Fundraising Professionals (2010 – August 2011)

Chair, Public Relations (2011)

The Women's Fund of El Paso (2010 – present)

The Power of the Purse 2012 Co-Chair

Board of Directors, (September 2010 – present)

The Power of the Purse 2010 Committee Co-Chair

El Paso Symphony Orchestra (2010-present)

CATS Committee

Junior League of El Paso (2009-present)